

U.S.DepartmentofHousingandUrbanDevelopment  
OfficeofPublicandIndianHousing

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# PHAPlans

5YearPlanforFiscalYears2001 -2005  
AnnualPlanforFiscalYear2003

Norman Housing Authority



## **PHA Plan Agency Identification**

**PHAName:** NormanHousingAuthority

**PHANumber:** OK139

**PHAFiscalYearBeginning:(mm/yyyy)** 07/01/2003

### **Public Access to Information**

**Information regarding any activities outlined in this plan can be obtained by contacting:(select all that apply)**

- x Main administrative office of the PHA
- ☐ PHA development management offices
- ☐ PHA local offices

### **Display Locations For PHA Plans and Supporting Documents**

The PHA Plans (including attachments) are available for public inspection at:(select all that apply)

- x Main administrative office of the PHA
- ☐ PHA development management offices
- x PHA local offices
- ☐ Main administrative office of the local government
- ☐ Main administrative office of the County government
- ☐ Main administrative office of the State government
- ☐ Public library
- ☐ PHA website
- ☐ Other (list below)

PHA Plan Supporting Documents are available for inspection at:(select all that apply)

- x Main business office of the PHA
- ☐ PHA development management offices
- ☐ Other (list below)

**5-YEAR PLAN**  
**PHAF ISCAL YEARS 2000 -2004**  
[24CFRPart903.5]

**A.Mission**

State the PHA's mission for serving the needs of low -income, very low income, and extremely low -income families in the PHA's jurisdiction. (select one of the choices below)

- ☒ The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.
- ☐ The PHA's mission is: (state mission here)

**B.Goals**

The goals and objectives listed below are derived from HUD's strategic Goals and Objectives and those emphasized in recent legislation. PHA may select any of these goals and objectives as their own, or identify other goals and/or objectives. Whether selecting the HUD -suggested objectives or their own, **PHAS ARE STRONGLY ENCOURAGED TO IDENTIFY QUANTIFIABLE MEASURES OF SUCCESS IN REACHING THEIR OBJECTIVES OVER THE COURSE OF THE 5 YEARS.** (Quantifiable measures would include targetssuch as: numbers of families served or PHAS scores achieved.) PHA should identify these measures in the space to the right of or below the stated objectives.

**HUD Strategic Goal: Increase the availability of decent, safe, and affordable housing.**

- ☒ PHA Goal: Expand the supply of assisted housing  
Objectives:
- ☒ Apply for additional rental vouchers:
  - ☒ Reduce public housing vacancies:
  - ☒ Leverage private or other public funds to create additional housing opportunities:
  - ☐ Acquire or build units or developments
  - ☐ Other (list below)
- ☐ PHA Goal: Improve the quality of assisted housing  
Objectives:
- ☒ Improve public housing management: (PHAS score)
  - ☒ Improve voucher management: (SEMAP score)
  - ☒ Increase customer satisfaction:
  - ☐ Concentrate one effort to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections)
  - ☐ Renovate or modernize public housing units:

- ☐ Demolish or dispose of obsolete public housing:
- ☐ Provide replacement public housing:
- ☐ Provide replacement vouchers:
- ☐ Other: (list below)

x PHA Goal: Increase assisted housing choices

Objectives:

- ☐ Provide voucher mobility counseling:
- x Conduct outreach effort to potential voucher landlords
- ☐ Increase voucher payment standards
- x Implement voucher homeownership program:
- ☐ Implement public housing or other homeownership programs:
- ☐ Implement public housing site -based waiting lists:
- ☐ Convert public housing to vouchers:
- ☐ Other: (list below)

### **HUD Strategic Goal: Improve community quality of life and economic vitality**

x PHA Goal: Provide an improved living environment

Objectives:

- x Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:
- x Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
- ☐ Implement public housing security improvements:
- ☐ Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
- ☐ Other: (list below)

### **HUD Strategic Goal: Promote self-sufficiency and asset development of families and individuals**

x PHA Goal: Promote self-sufficiency and asset development of assisted households

Objectives:

- x Increase the number and percentage of employed persons in assisted families:
- ☐ Provide or attract supportive services to improve assistance recipients' employability:
- ☐ Provide or attract supportive services to increase independence for the elderly or families with disabilities.
- ☐ Other: (list below)

**HUD Strategic Goal: Ensure Equal Opportunity in Housing for all Americans**

- x PHA Goal: Ensure equal opportunity and affirmatively further fair housing objectives:
  - x Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion, national origin, sex, familial status, and disability:
  - x Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion, national origin, sex, familial status, and disability:
  - x Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:
  - ☐ Other: (list below)

**AnnualPHAPlan**  
**PHAFiscalYear2002**  
[24CFRPart903.7]

**i. AnnualPlanType:**

SelectwhichtypeofAnnualPlanthePHAwillsubmit.

☐ **StandardPlan**

**StreamlinedPlan:**

- ☒ **HighPerformingPHA**
- ☒ **SmallAgency(<250PublicHousingUnits)**
- ☐ **AdministeringSection8Only**

☐ **TroubledAgencyPlan**

**ii. ExecutiveSummaryoftheAnnualPHAPlan**

[24CFRPart903.79(r)]

Providea briefoverviewoftheinformationintheAnnualPlan,includinghighlightsof majorinitiativesanddiscretionarypolicies,thePHAhasincludedintheAnnualPlan.

**Inadditiontoprovidingthesomeofthefinestrentalpropertyinthe CityofNorman,the NormanHousingAuthorityiscontinuingto developitsSection8HomeownershipProgram.Inconcertwithlocal builders,financialinstitutions,homebuyerassistanceprograms,andits ownHousingCounselingProgram,NHAintendstoprovidemanylow - incomeNo rman-residentstheopportunitytoownahome.**

**OurSection8RentalAssistanceProgramcontinuestoflourish.NHA nowadministers1185HousingChoiceVouchersthatprovideinexcess of\$6millioninrentalassistance,annually,tolow -incomeresidentsin Norman,Oklahoma.**

**iii. AnnualPlanTableofContents**

[24CFRPart903.79(r)]

ProvideatableofcontentsfortheAnnualPlan ,includingattachments,andalistof supportingdocumentsavailableforpublicinspection .

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15. CivilRightsCertifications(includedwithPHAPlanCertifications)
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### Attachments

Indicate which attachments are provided by selecting all that apply. Provide the attachment's name (A, B, etc.) in the space to the left of the name of the attachment. Note: If the attachment is provided as a **SEPARATE** file submission from the PHA Plans file, provide the filename in parentheses in the space to the right of the title.

#### Required Attachments:

- x Admissions Policy for Deconcentration
- x FY2002 Capital Fund Program Annual Statement  
Most recent board -approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)
- x Resident Advisory Board Members
- x NHA Resident Board Member
- x Homeownership Capacity
- x Progress in the Plan
- x Substantial Deviation and Significant Amendment to the Plan
- x Resident Satisfaction Survey Results Follow-up Plan

#### Optional Attachments:

PHA Management Organizational Chart  
 FY2000 Capital Fund Program 5 Year Action Plan  
 Public Housing Drug Elimination Program (PHDEP) Plan  
 Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)  
 Other (List below, providing each attachment name)



### Supporting Documents Available for Review

Indicate which documents are available for public review by placing a mark in the “Applicable & On Display” column in the appropriate rows. All listed documents must be on display if applicable to the program activities conducted by the PHA.

| List of Supporting Documents Available for Review |   |  |
|---|---|--|
| Applicable & On Display                           | Supporting Document   | Applicable Plan Component                                    |
| xxx   | PHA Plan Certification of Compliance with the PHA Plans and Related Regulations   | 5 Year and Annual Plans                                      |
| xxx   | State/Local Government Certification of Consistency with the Consolidated Plan  | 5 Year and Annual Plans                                      |
| xxx   | Fair Housing Documentation:<br>Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement. | 5 Year and Annual Plans                                      |
| xxx   | Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction  | Annual Plan: Housing Needs                                   |
| xxx   | Most recent board -approved operating budget for the public housing program   | Annual Plan: Financial Resources;                            |
| xxx   | Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]  | Annual Plan: Eligibility, Selection, and Admissions Policies |
| xxx   | Section 8 Administrative Plan   | Annual Plan: Eligibility, Selection, and Admissions Policies |
| xxx   | Public Housing Deconcentration and Income Mixing Documentation:<br>1. PHA board certification of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance</i> ; Notice and any further HUD guidance) and<br>2. Documentation of the required deconcentration  | Annual Plan: Eligibility, Selection, and Admissions Policies |

| <b>List of Supporting Documents Available for Review</b> |  |  |
|--|--|--|
| <b>Applicable &amp; On Display</b>                       | <b>Supporting Document</b>   | <b>Applicable Plan Component</b>           |
|  | and income mixing analysis   |  |
| xxx  | Public housing rent determination policies, including the methodology for setting public housing flat rents<br>x check here if included in the public housing A&O Policy | Annual Plan: Rent Determination            |
| xxx  | Schedule of flat rents offered each public housing development<br>x check here if included in the public housing A&O Policy  | Annual Plan: Rent Determination            |
| xxx  | Section 8 rent determination (payment standard) policies<br>x check here if included in Section 8 Administrative Plan  | Annual Plan: Rent Determination            |
| xxx  | Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)   | Annual Plan: Operations and Maintenance    |
| xxx  | Public housing grievance procedures<br>x check here if included in the public housing A&O Policy   | Annual Plan: Grievance Procedures          |
| xxx  | Section 8 informal review and hearing procedures<br>x check here if included in Section 8 Administrative Plan  | Annual Plan: Grievance Procedures          |
| xxx  | The HUD - approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year   | Annual Plan: Capital Needs                 |
| xxx  | Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant  | Annual Plan: Capital Needs                 |
| xxx  | Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)                     | Annual Plan: Capital Needs                 |
|  | Approved HOPEVI applications or, if more recent, approved or submitted HOPEVI Revitalization Plans or any other approved proposal for development of public housing      | Annual Plan: Capital Needs                 |
|  | Approved or submitted applications for demolition and/or disposition of public housing   | Annual Plan: Demolition and Disposition    |
|  | Approved or submitted applications for designation of public housing (Designated Housing Plans)  | Annual Plan: Designation of Public Housing |
|  | Approved or submitted assessments of reasonable  | Annual Plan:                               |

| <b>List of Supporting Documents Available for Review</b> |   |   |
|--|---|---|
| <b>Applicable &amp; On Display</b>                       | <b>Supporting Document</b>  | <b>Applicable Plan Component</b>                  |
|  | revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act   | Conversion of Public Housing                      |
|  | Approved or submitted public housing home ownership programs/plans  | Annual Plan: Homeownership                        |
| xxx  | Policies governing any Section 8 Homeownership program<br>X check here if included in the Section 8 Administrative Plan   | Annual Plan: Homeownership                        |
| xxx  | Any cooperative agreement between the PHA and the TANF agency   | Annual Plan: Community Service & Self-Sufficiency |
| xxx  | FSS Action Plan/s for public housing and/or Section 8   | Annual Plan: Community Service & Self-Sufficiency |
|  | Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports  | Annual Plan: Community Service & Self-Sufficiency |
| xxx  | The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)                        | Annual Plan: Safety and Crime Prevention          |
| xxx  | The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings | Annual Plan : Annual Audit                        |
|  | Troubled PHAs: MOA/Recovery Plan  | Troubled PHAs                                     |
|  | Other supporting documents (optional) (list individually; use as many lines as necessary)   | (specify as needed)                               |
|  |   |   |

## **1. Statement of Housing Needs**

[24 CFR Part 903.79(a)]

### **A. Housing Needs of Families in the Jurisdiction/s Served by the PHA**

Based upon the information contained in the Consolidated Plan/s applicable to the jurisdiction, and/or other data available to the PHA, provide a statement of the housing needs in the jurisdiction by completing the following table. In the "Overall" Needs column, provide the estimated number of renter families that have housing needs. For the remaining characteristics, rate the impact of that factor on the housing needs for each family type, from 1 to 5, with 1 being "no impact" and 5 being "severe impact." Use N/A to indicate that no information is available upon which the PHA can make this assessment.

| Housing Need of Families in the Jurisdiction<br>by Family Type |           |                    |        |         |                    |      |               |
|--|-----------|--------------------|--------|---------|--------------------|------|---------------|
| Family Type  | Overall   | Afford-<br>ability | Supply | Quality | Access-<br>ibility | Size | Loca-<br>tion |
| Income ≤ 30% of AMI  | 4747      | 5                  | 5      | 2       | 2                  | 2    | 4             |
| Income > 30% but ≤ 50% of AMI                                  | 4043      | 5                  | 5      | 2       | 2                  | 2    | 3             |
| Income > 50% but < 80% of AMI                                  | 5137      | 5                  | 5      | 2       | 2                  | 2    | 2             |
| Elderly  | 695       | 4                  | 4      | 2       | 4                  | 2    | 4             |
| Families with Disabilities                                     | Not avail |                    |        |         |                    |      |               |
| Race/Ethnicity white   | 27971     | 1                  | 1      | 1       | 1                  | 1    | 1             |
| Race/Ethnicity black   | 1086      | 1                  | 1      | 1       | 1                  | 1    | 1             |
| Race/Ethnicity hispanic  | 702       | 1                  | 1      | 1       | 1                  | 1    | 1             |
| Race/Ethnicity Nonhispanic                                     | 1410      | 1                  | 1      | 1       | 1                  | 1    | 1             |
| Asian/pacific  | 864       | 1                  | 1      | 1       | 1                  | 1    | 1             |

What sources of information did the PHA use to conduct this analysis? (Check all that apply; all materials must be made available for public inspection.)

- ☒ Consolidated Plan of the Jurisdiction/s  
Indicate year: 2000
- ☐ U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset
- ☐ American Housing Survey data  
Indicate year:
- ☐ Other housing market study  
Indicate year:
- ☐ Other sources: (list and indicate year of information)

## B. Housing Need of Families on the Public Housing and Section 8 Tenant-Based Assistance Waiting Lists

State the housing needs of the families on the PHA's waiting list/s. **Complete one table for each type of PHA - wide waiting list administered by the PHA.** PHAs may provide separate tables for site-based or sub-jurisdictional public housing waiting lists at their option.

| Housing Needs of Families on the Waiting List  |               |                     |                 |
|--|---------------|---------------------|-----------------|
| Waiting list type: (select one)<br><input checked="" type="checkbox"/> Section 8 tenant-based assistance<br><input checked="" type="checkbox"/> Public Housing<br><input type="checkbox"/> Combined Section 8 and Public Housing<br><input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)<br>If used, identify which development/subjurisdiction: |               |                     |                 |
|  | # of families | % of total families | Annual Turnover |
| Waiting list total   | 560           |                     |                 |
| Extremely low income $\leq 30\%$ AMI   | 418           | 75                  |                 |
| Very low income ( $> 30\%$ but $\leq 50\%$ AMI)  | 75            | 14                  |                 |
| Low income ( $> 50\%$ but $< 80\%$ AMI)  | 67            | 12                  |                 |
| Families with children   | 184           | 33                  |                 |
| Elderly families   | 32            | 6                   |                 |
| Families with Disabilities   | 106           | 19                  |                 |
| Race/ethnicity White   | 376           | 68                  |                 |
| Race/ethnicity Black   | 101           | 18                  |                 |
| Race/ethnicity Am Indian   | 49            | 9                   |                 |
| Race/ethnicity Asian Pacific   | 9             | 2                   |                 |
|  |               |                     |                 |
| Characteristics by Bedroom Size (Public Housing Only)  |               |                     |                 |
| 1BR  | 0             |                     |                 |

| Housing Needs of Families on the Waiting List  |   |  |  |
|--|---|--|--|
| 2BR  | 0 |  |  |
| 3BR  | 0 |  |  |
| 4BR  |   |  |  |
| 5BR  |   |  |  |
| 5+BR   |   |  |  |
| Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes<br>If yes:<br>How long has it been closed (# of months)?<br>Does the PHA expect to open the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes<br>Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes |   |  |  |

### C. Strategy for Addressing Needs

Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list **IN THE UPCOMING YEAR**, and the Agency's reasons for choosing this strategy.

#### (1) Strategies

**Need: Shortage of affordable housing for all eligible populations**

**Strategy 1. Maximize the number of affordable units available to the PHA within its current resources by:**

Select all that apply

- ☐ Employ effective maintenance and management policies to minimize the number of public housing units off -line
- ☒ Reduce turnover time for vacated public housing units
- ☒ Reduce time to renovate public housing units
- ☐ Seek replacement of public housing units lost to the inventory through mixed financed development
- ☐ Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources
- ☒ Maintain or increase section 8 lease -up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- ☒ Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- ☒ Maintain or increase section 8 lease -up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- ☐ Maintain or increase section 8 lease -up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- ☒ Participate in the Consolidated Plan development process to ensure coordination with broader community strategies

☐ Other (list below)

**Strategy 2: Increase the number of affordable housing units by:**

Select all that apply

- ☒ Apply for additional section 8 units should they become available
- ☐ Leverage affordable housing resources in the community through the creation of mixed -finance housing
- ☒ Pursue housing resources other than public housing or Section 8 tenant -based assistance.
- ☐ Other: (list below)

**Need: Specific Family Types: Families at or below 30% of median**

**Strategy 1: Target available assistance to families at or below 30% of AMI**

Select all that apply

- ☐ Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing
- ☐ Exceed HUD federal targeting requirements for families at or below 30% of AMI in tenant -based section 8 assistance
- ☐ Employ admissions preferences aimed at families with economic hardships
- ☒ Adopt rent policies to support and encourage work
- ☐ Other: (list below)

**Need: Specific Family Types: Families at or below 50% of median**

**Strategy 1: Target available assistance to families at or below 50% of AMI**

Select all that apply

- ☐ Employ admissions preferences aimed at families who are working
- ☒ Adopt rent policies to support and encourage work
- ☐ Other: (list below)

**Need: Specific Family Types: The Elderly**

**Strategy 1: Target available assistance to the elderly:**

Select all that apply

- ☐ Seek designation of public housing for the elderly
- ☒ Apply for special -purpose voucher targeted to the elderly, should they become available
- ☐ Other: (list below)

**Need: Specific Family Types: Families with Disabilities**

**Strategy 1: Target available assistance to Families with Disabilities:**

Select all that apply

- ☐ Seek designation of public housing for families with disabilities
- ☒ Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing
- ☐ Apply for special -purpose voucher targeted to families with disabilities, should they become available
- ☐ Affirmatively market to local non -profit agencies that assist families with disabilities
- ☐ Other: (list below)

**Need: Specific Family Types: Races or ethnicities with disproportionate housing needs**

**Strategy 1: Increase awareness of PHA resources among families of races and ethnicities with disproportionate needs:**

Select if applicable

- ☒ Affirmatively market to races/ethnicities shown to have disproportionate housing needs
- ☐ Other: (list below)

**Strategy 2: Conduct activities to affirmatively further fair housing**

Select all that apply

- ☐ Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units
- ☒ Market the section 8 program to owners outside of areas of poverty/minority concentrations
- ☐ Other: (list below)

**Other Housing Needs & Strategies: (list needs and strategies below)**

**(2) Reasons for Selecting Strategies**

Of the factors listed below, select all that influenced the PHA's selection of the strategies it will pursue:

- ☒ Funding constraints
- ☒ Staffing constraints
- ☒ Limited availability of sites for assisted housing



- ☐ Extent to which particular housing needs are met by other organizations in the community
- x Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA
- x Influence of the housing market on PHA programs
- ☐ Community priorities regarding housing assistance
- x Results of consultation with local or state government
- x Results of consultation with residents and the Resident Advisory Board
- ☐ Results of consultation with advocacy groups
- ☐ Other: (list below)

## **2. Statement of Financial Resources**

[24CFR Part 903.79(b)]

List the financial resources that are anticipated to be available to the PHA for the support of Federal public housing and tenant-based Section 8 assistance programs administered by the PHA during the Plan year. Note: the table assumes that Federal public housing or tenant-based Section 8 assistance grant funds are expended on eligible purposes; therefore, uses of these funds need not be stated. For other funds, indicate the use for those funds as one of the following categories: public housing operations, public housing capital improvements, public housing safety/security, public housing supportive services, Section 8 tenant-based assistance, Section 8 supportive services or other.

| <b>Financial Resources:<br/>Planned Sources and Uses</b>                              |                   |                     |
|---|-------------------|---------------------|
| <b>Sources</b>  | <b>Planned \$</b> | <b>Planned Uses</b> |
| <b>1. Federal Grants (FY 2002 grants)</b>   |                   |                     |
| a) Public Housing Operating Fund  | 343,423           |                     |
| b) Public Housing Capital Fund  | 280,690           |                     |
| c) HOPEVI Revitalization  |                   |                     |
| d) HOPEVI Demolition  |                   |                     |
| e) Annual Contributions for Section 8 Tenant-Based Assistance                         | 6,268,196         |                     |
| f) Public Housing Drug Elimination Program (including any Technical Assistance funds) |                   |                     |
| g) Resident Opportunity and Self-Sufficiency Grants                                   |                   |                     |
| h) Community Development Block Grant  |                   |                     |
| i) HOME   |                   |                     |
| Other Federal Grants (list below)   |                   |                     |
| <b>Housing Counseling</b>   | 45,908            |                     |
|   |                   |                     |

| <b>Financial Resources:<br/>Planned Sources and Uses</b>                  |                   |                     |
|---|-------------------|---------------------|
| <b>Sources</b>  | <b>Planned \$</b> | <b>Planned Uses</b> |
| <b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b> |                   |                     |
| 2002 CFP  | 280,690           |                     |
| Shelter Plus Care   | 469,640           |                     |
|   |                   |                     |
| <b>3. Public Housing Dwelling Rental Income</b>                           | 215,830           |                     |
|   |                   |                     |
|   |                   |                     |
| <b>4. Other income (list below)</b>                                       |                   |                     |
| Laundry, late, maint fees   | 13,200            |                     |
| <b>Interest</b>   | 33,910            |                     |
| <b>4. Non -federal sources (list below)</b>                               |                   |                     |
|   |                   |                     |
|   |                   |                     |
|   |                   |                     |
| <b>Total resources</b>  | 7,951,487         |                     |
|   |                   |                     |
|   |                   |                     |

### **3. PHA Policies Governing Eligibility, Selection, and Admissions**

[24 CFR Part 903.79(c)]

#### **A. Public Housing**

Exemptions: PHAs that do not administer public housing are not required to complete subcomponent 3A.

#### **(1) Eligibility**

a. When does the PHA verify eligibility for admission to public housing? (select all that apply)

☐ When families are within a certain number of being offered a unit: (state number)

☐ When families are within a certain time of being offered a unit: (state time)

x Other: (describe) when they first apply regardless of wait period.

b. Which non-income (screening) factors does the PHA use to establish eligibility for admission to public housing (select all that apply)?

x Criminal or Drug-related activity

x Rental history

x Housekeeping

☐ Other(describe)

- c. ☒ Yes ☐ No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- d. ☐ Yes ☒ No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- e. ☐ Yes ☒ No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC -authorized source)

## **(2) Waiting List Organization**

a. Which methods does the PHA plan to use to organize its public housing waiting list (select all that apply)

- ☒ Community-wide list
- ☐ Sub-jurisdictional lists
- ☐ Site-based waiting lists
- ☐ Other (describe)

b. Where may interested persons apply for admission to public housing?

- ☐ PHA main administrative office
- ☒ PHA development site management office
- ☐ Other (list below)

c. If the PHA plan to operate one or more site-based waiting lists in the coming year, answer each of the following questions; if not, skip to subsection (3) **Assignment**

1. How many site-based waiting lists will the PHA operate in the coming year?

2. ☐ Yes ☐ No: Are any or all of the PHA's site-based waiting lists new for the upcoming year (that is, they are not part of a previously HUD-approved site-based waiting list plan)? If yes, how many lists?

3. ☐ Yes ☐ No: May families be on more than one list simultaneously? If yes, how many lists?

4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?

- ☐ PHA main administrative office
- ☐ All PHA development management offices
- ☐ Management offices at developments with site-based waiting lists
- ☐ At the development to which they would like to apply
- ☐ Other (list below)

### **(3) Assignment**

a. How many vacant unit choices are applicants ordinarily given before they fall to the bottom of or are removed from the waiting list? (select one)

- ☒ One  
☐ Two  
☐ Three or More

b. ☒ Yes ☐ No: Is this policy consistent across all waiting list types?

c. If answer to b is no, list variations for any other than the primary public housing waiting list/s for the PHA:

### **(4) Admissions Preferences**

a. Income targeting:

- ☐ Yes ☒ No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30% of median area income?

b. Transfer policies:

In what circumstances will transfer take precedence over new admissions? (list below)

- ☒ Emergencies  
☒ Overhoused  
☒ Underhoused  
☒ Medical justification  
☐ Administrative reasons determined by the PHA (e.g., to permit mode rnization work)  
☐ Resident choice: (state circumstances below)  
☐ Other: (list below)

c. Preferences

1. ☐ Yes ☒ No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If "no" is selected, skip to subsection **(5) Occupancy**)

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences:

- ☐ Involuntary Displacement (Disaster, Government Action, Action of Housing

- ☐ Owner, Inaccessibility, Property Disposition)
- ☐ Victims of domestic violence
- ☐ Substandard housing
- ☐ Homelessness
- ☐ High rent burden (rent is > 50 percent of income)

Other preferences: (select below)

- ☐ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans' families
- ☐ Residents who live and/or work in the jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Household that contributes to meeting income goals (broad range of incomes)
- ☐ Household that contributes to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☐ Other preference(s) (list below)

3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a points system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

Da te and Time

Former Federal preferences:

- Involuntary Displacement (Disaster, Government Action, Action of Housing
- Owner, Inaccessibility, Property Disposition)
- Victims of domestic violence
- Substandard housing
- Homelessness
- High rent burden

Other preferences (select all that apply)

- ☐ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans' families
- ☐ Residents who live and/or work in the jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Household that contributes to meeting income goals (broad range of incomes)
- ☐ Household that contributes to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☐ Other preference(s) (list below)

4. Relationship of preferences to income targeting requirements:

- ☐ The PHA applies preferences within income tiers
- ☐ Not applicable: the pool of applicant families ensure that the PHA will meet income targeting requirements

**(5) Occupancy**

a. What reference materials can applicants and residents use to obtain information about the rules of occupancy of public housing (select all that apply)

- x The PHA - resident lease
- x The PHA's Admissions and (Continued) Occupancy policy
- x PHA briefing seminars or written materials
- ☐ Other source (list)

b. How often must residents notify the PHA of changes in family composition? (select all that apply)

- x At an annual reexamination and lease renewal
- x Anytime family composition changes
- ☐ At family request for revision
- ☐ Other (list)

**(6) Deconcentration and Income Mixing** (questions (a) and (b) are updated per PIH Notice 2001 -4)

a. ☐ Yes ☐ No: Does the PHA have any general occupancy (family) public housing developments covered by the deconcentration rule? If no, this section is complete. If yes, continue to next question.

b. ☐ Yes ☐ No: Do any of these covered developments have average incomes above or below 85% to 115% of the average incomes of all such developments? If no, this section is complete.

c. If the answer to b was yes, what changes were adopted? (select all that apply)

- ☐ Adoption of site based waiting lists  
If selected, list targeted developments below:
- ☐ Employing waiting list "skipping" to achieve deconcentration of poverty or income mixing goals at targeted developments  
If selected, list targeted developments below:
- ☐ Employing new admission preferences at targeted developments

If selected, list targeted developments below:

☐ Other (list policies and development targeted below)

d. ☐ Yes x No: Did the PHA adopt any changes to **other** policies based on the results of the required analysis of the need for deconcentration of poverty and income mixing?

e. If the answer to d was yes, how would you describe these changes? (select all that apply)

- ☐ Additional affirmative marketing
- ☐ Actions to improve the marketability of certain developments
- ☐ Adoption or adjustment of ceiling rents for certain developments
- ☐ Adoption of rent incentives to encourage deconcentration of poverty and income mixing
- ☐ Other (list below)

f. Based on the results of the required analysis, in which developments will the PHA make special efforts to attract or retain higher -income families? (select all that apply)

- ☐ Not applicable: results of analysis did not indicate a need for such efforts
- ☐ List (any applicable) developments below:

g. Based on the results of the required analysis, in which developments will the PHA make special efforts to assure access for lower -income families? (select all that apply)

- ☐ Not applicable: results of analysis did not indicate a need for such efforts
- ☐ List (any applicable) developments below:

## B. Section 8

Exemptions: PHAs that do not administer section 8 are not required to complete subcomponent 3B.

**Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

### (1) Eligibility

a. What is the extent of screening conducted by the PHA? (select all that apply)

- ☐ Criminal or drug -related activity only to the extent required by law or regulation
- ☐ Criminal and drug -related activity, more extensively than required by law or regulation
- ☐ More general screening than criminal and drug -related activity (list factors below)
- ☐ Other (list below)

- b. ☐ Yes ☒ No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- c. ☐ Yes ☒ No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- d. ☐ Yes ☒ No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC -authorized source)
- e. Indicate what kinds of information you share with prospective landlords? (select all that apply)
- ☐ Criminal or drug -related activity
- ☐ Other (describe below)

## **(2) Waiting List Organization**

- a. With which of the following program waiting lists is the section 8 tenant -based assistance waitlist merged? (select all that apply)
- ☒ None
- ☐ Federal public housing
- ☐ Federal moderate rehabilitation
- ☐ Federal project -based certificate program
- ☐ Other federal or local program (list below)
- b. Where may interested persons apply for admission to section 8 tenant -based assistance? (select all that apply)
- ☒ PHA main administrative office
- ☐ Other (list below)

## **(3) Search Time**

- a. ☒ Yes ☐ No: Does the PHA give extensions on standard 60 -day period to search for a unit?

If yes, state circumstances below:

## **(4) Admissions Preferences**

- a. Income targeting

- ☐ Yes ☒ No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 75% of all new admissions to the section 8 program to families at or below 30% of median area income?



b. Preferences

1. ☐ Yes ☐ No: Has the PHA established preferences for admission to section 8 tenant based assistance? (other than date and time of application) (if no, skip to subcomponent (5) **Special purpose section 8 assistance programs**) -

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences

- ☐ Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- ☐ Victims of domestic violence
- ☐ Substandard housing
- ☐ Homelessness
- ☐ High rent burden (rent is > 50 percent of income)

Other preferences (select all that apply)

- ☐ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans' families
- ☐ Residents who live and/or work in your jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☐ Other preference(s) (list below)

3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a points system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

Date and Time

Former Federal preferences

- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- Victims of domestic violence
- Substandard housing
- Homelessness
- High rent burden

Other preferences (select all that apply)

- ☐ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans' families
- ☐ Residents who live and/or work in your jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☐ Other preference(s) (list below)

4. Among applicants on the waiting list with the equal preference status, how are applicants selected? (select one)

- ☐ Date and time of application
- ☐ Drawing (lottery) or other random choice technique

5. If the PHA plans to employ preferences for "residents who live and/or work in the jurisdiction" (select one)

- ☐ This preference has previously been reviewed and approved by HUD
- ☐ The PHA requests approval for this preference through this PHA Plan

6. Relationship of preferences to income targeting requirements: (select one)

- ☐ The PHA applies preferences within income tiers
- ☐ Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

#### **(5) Special Purpose Section 8 Assistance Programs**

a. In which documents or other reference materials are the policies governing eligibility, selection, and admission to any special -purpose section 8 program administered by the PHA contained? (select all that apply)

- x The Section 8 Administrative Plan
- x Briefing sessions and written materials
- ☐ Other (list below)

b. How does the PHA announce the availability of any special -purpose section 8 programs to the public?

- ☐ Through published notices

x Other(list below) Advertisement with local social service agencies. Generally, our waiting list more than a \_\_\_\_\_ accommodates any new programs we receive.

#### **4. PHA Rent Determination Policies**

[24 CFR Part 903.79(d)]

##### **A. Public Housing**

Exemptions: PHAs that do not administer public housing are not required to complete sub-component 4A.

##### **(1) Income Based Rent Policies**

Describe the PHA's income based rent setting policy/ies for public housing using, including discretionary (that is, not required by statute or regulation) income disregards and exclusions, in the appropriate spaces below.

a. Use of discretionary policies: (select one)

x The PHA will not employ any discretionary rent \_\_\_\_\_ setting policies for income based rent in public housing. Income \_\_\_\_\_ based rents are set at the higher of 30% of adjusted monthly income, 10% of unadjusted monthly income, the welfare \_\_\_\_\_ rent, or minimum rent (less HUD mandatory deductions and exclusions). (If selected, skip to sub \_\_\_\_\_ component (2))

---or---

☐ The PHA employs discretionary policies for determining income based rent (If selected, continue to question b.)

b. Minimum Rent

1. What amount best reflects the PHA's minimum rent? (select one)

- x \$0  
☐ \$1-\$25  
☐ \$26-\$50

2. ☐ Yes x No: Has the PHA adopted any discretionary minimum rent hardship exemption policies?

3. If yes to question 2, list these policies below \_\_\_\_\_ :

c. Rents set at less than 30% than adjusted income

1. ☐ Yes ☒ No: Does the PHA plan to charge rents at a fixed amount or percentage less than 30% of adjusted income?

2. If yes to above, list the amounts or percentages charged and the circumstances under which these will be used below:

d. Which of the discretionary (optional) deductions and/or exclusions policies does the PHA plan to employ (select all that apply)

☐ For the earned income of a previously unemployed household member

☐ For increases in earned income

☐ Fixed amount (other than general rent -setting policy)

If yes, state amount/s and circumstances below:

☐ Fixed percentage (other than general rent -setting policy)

If yes, state percentage/s and circumstances below:

☐ For household heads

☐ For other family members

☐ For transportation expenses

☐ For the non-reimbursed medical expenses of non-disabled or non-elderly families

☐ Other (describe below)

e. Ceiling rents

1. Do you have ceiling rents? (rents set at a level lower than 30% of adjusted income) (select one)

☒ Yes for all developments

☐ Yes but only for some developments

☐ No

2. For which kinds of developments are ceiling rents in place? (select all that apply)

☒ For all developments

☐ For all general occupancy developments (not elderly or disabled or elderly only)

☐ For specified general occupancy developments

☐ For certain parts of developments; e.g., the high-rise portion

☐ For certain size units; e.g., larger bedrooms

☐ Other (list below)

3. Select the space or spaces that best describe how you arrive at ceiling rents (select all that apply)

- ☒ Market comparability study
- ☐ Fair market rents (FMR)
- ☐ 95<sup>th</sup> percentile rents
- ☐ 75 percent of operating costs
- ☐ 100 percent of operating costs for general occupancy (family) developments
- ☐ Operating costs plus debt service
- ☒ The "rental value" of the unit
- ☐ Other (list below)

f. Rent re-determinations:

1. Between income reexaminations, how often must tenants report changes in income or family composition to the PHA such that the changes result in an adjustment to rent? (select all that apply)

- ☐ Never
- ☐ At family option
- ☐ Anytime the family experiences an income increase
- ☐ Anytime a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold) \_\_\_\_\_
- ☒ Other (list below)
- Anytime there is an income change

g. ☐ Yes ☒ No: Does the PHA plan to implement individual savings accounts for residents (ISAs) as an alternative to the required 12 month disallowance of earned income and phasing in of rent increases in the next year?

## **(2) Flat Rents**

1. In setting the market-based flat rents, what sources of information did the PHA use to establish comparability? (select all that apply.)

- ☐ The section 8 rent reasonableness study of comparable housing
- ☒ Survey of rents listed in local newspaper
- ☐ Survey of similar unassisted units in the neighborhood
- ☒ Other (list/describe below) Survey of other PHA's

## **B. Section 8 Tenant-Based Assistance**

Exemptions: PHAs that do not administer Section 8 tenant-based assistance are not required to complete sub-component 4B. **Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

### **(1) Payment Standards**

Describe the voucher payment standards and policies .

a. What is the PHA's payment standard? (select the category that best describes your standard)

- ☐ At or above 90% but below 100% of FMR
- ☐ 100% of FMR
- ☐ Above 100% but at or below 110% of FMR
- ☒ Above 110% of FMR (if HUD approved; describe circumstances below)

b. If the payment standard is lower than FMR, why has the PHA selected this standard? (select all that apply)

- ☐ FMRs are adequate to ensure success among assisted families in the PHA's segment of the FMR area
- ☐ The PHA has chosen to serve additional families by lowering the payment standard
- ☐ Reflects market or submarket
- ☐ Other (list below)

c. If the payment standard is higher than FMR, why has the PHA chosen this level? (select all that apply)

- ☒ FMRs are not adequate to ensure success among assisted families in the PHA's segment of the FMR area
- ☒ Reflects market or submarket
- ☒ To increase housing options for families
- ☐ Other (list below)

d. How often are payment standards reevaluated for adequacy? (select one)

- ☒ Annually
- ☐ Other (list below)

e. What factors will the PHA consider in its assessment of the adequacy of its payment standard? (select all that apply)

- ☒ Success rates of assisted families
- ☒ Rent burdens of assisted families
- ☐ Other (list below)

## **(2) Minimum Rent**

a. What amount best reflects the PHA's minimum rent? (select one)

- ☒ \$0  
☐ \$1-\$25  
☐ \$26-\$50

b. ☐ Yes ☒ No: Has the PHA adopted any discretionary minimum rent hardship exemption policies? (if yes, list below)

## **5. Operations and Management**

[24 CFR Part 903.79(e)]

Exemptions from Component 5: High performing and small PHAs are not required to complete this section. Section 8 only PHAs must complete parts A, B, and C (2)

### **A. PHA Management Structure**

Describe the PHA's management structure and organization.

(select one)

- ☐ An organization chart showing the PHA's management structure and organization is attached.  
☐ A brief description of the management structure and organization of the PHA follows:

### **B. HUD Programs Under PHA Management**

— List Federal programs administered by the PHA, number of families served at the beginning of the upcoming fiscal year, and expected turnover in each. (Use "NA" to indicate that the PHA does not operate any of the programs listed below.)

| <b>Program Name</b>   | <b>Units or Families Served at Year Beginning</b> | <b>Expected Turnover</b> |
|---|---|--------------------------|
| Public Housing  |   |                          |
| Section 8 Vouchers  |   |                          |
| Section 8 Certificates  |   |                          |
| Section 8 Mod Rehab   |   |                          |
| Special Purpose Section 8 Certificates/Vouchers (list individually) |   |                          |

|   |  |  |
|---|--|--|
| Public Housing Drug Elimination Program (PHDEP) |  |  |
|   |  |  |
|   |  |  |
| Other Federal Programs (list individually)      |  |  |
|   |  |  |
|   |  |  |

### **C. Management and Maintenance Policies**

List the PHA's public housing management and maintenance policy documents, manuals and handbooks that contain the Agency's rules, standards, and policies that govern maintenance and management of public housing, including a description of any measures necessary for the prevention or eradication of pest infestation (which includes cockroach infestation) and the policies governing Section 8 management.

(1) Public Housing Maintenance and Management: (list below)

(2) Section 8 Management: (list below)

## **6. PHA Grievance Procedures**

[24 CFR Part 903.79(f)]

Exemptions from component 6: High performing PHAs are not required to complete component 6. Section 8 - Only PHAs are exempt from sub - component 6A.

### **A. Public Housing**

1. ☐ Yes ☐ No: Has the PHA established any written grievance procedures in addition to federal requirements found at 24 CFR Part 966, Subpart B, for residents of public housing?

If yes, list additions to federal requirements below:

2. Which PHA offices should residents or applicants to public housing contact to initiate the PHA grievance process? (select all that apply)

- ☐ PHA main administrative office  
☐ PHA development management offices  
☐ Other (list below)



**B. Section 8 Tenant -Based Assistance**

1. ☐ Yes ☐ No: Has the PHA established informal review procedures for applicant to the Section 8 tenant -based assistance program and informal hearing procedures for families assisted by the Section 8 tenant -based assistance program in addition to federal requirements found at 24CFR982?

If yes, list addition to federal requirements below:

2. Which PHA offices should applicants or assisted families contact to initiate the informal review and informal hearing processes? (select all that apply)

- ☐ PHA main administrative office  
☐ Other (list below)

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## **Section 8 Project -Based Vouchers**

### **Norman Housing Authority**

Norman, Oklahoma

#### **SoonerPoint -ILSY**

700 N. Berry Road

Norman, Oklahoma 73069

20 Vouchers

*These vouchers provide for a specific site with a close proximity to Norman High School. Norman offers supportive services to homeless high school students. The dedication of the project to housing students allows for tighter controls and better services than if the students were holding tenant -based vouchers.*

#### **Transition House**

700 Asp Avenue, Suite 2

Norman, Oklahoma 73069

12 Vouchers

*This is a transitional living facility for the mentally handicapped. The vouchers facilitate the delivery of services to those in need, as well as providing convenient housing. Off-site vouchers diminish the effectiveness of the services provided.*

#### **ACTION**

##### **East Main Place/Northcliff Apts./Quorum Condos/Westbrooke Condos**

1100 East Main Street

Norman, Oklahoma 73071

46 Vouchers

*These vouchers provide rental assistance for occupants of transitional living facilities. These facilities offer supportive services. Tenant -based vouchers would fail to facilitate the services provided.*

#### **Thunderbird Clubhouse**

531 East Main Street

Norman, Oklahoma 73071

4 Vouchers

*TC is a facility for the mentally handicapped. The vouchers provide funding for some participants to live on-site. The tenants utilizing the vouchers are less likely to thrive with a tenant -based voucher having less access to the services of TC.*

## **7.CapitalImprovementNeeds**

[24CFRPart903.79(g)]

ExemptionsfromComponent7:Section8onlyPHAsarenotrequiredto completethis componentandmayskiptoComponent8.

### **A.CapitalFundActivities**

Exemptionsfromsub -component7A:PHAsthatwillnotparticipateintheCapitalFundProgrammay skiptocomponent7B.AllotherPHAsmustcomplete7Aasinstructed.

### **(1)CapitalFundProgramAnnualStatement**

UsingpartsI ,II,andIIIoftheAnnualStatementfortheCapitalFundProgram(CFP), identifycapitalactivitiesthePHAisproposingfortheupcomingyeartoensurelong -term physicalandsocialviabilityofitspublichousingdevelopments.Thisstatementcanbe completedbyusingtheCFPAAnnualStatementtablesprovidedinthetablelibraryatthe endofthePHAPlan template **OR**,atthePHA'soption,bycompletingandattachinga properlyupdatedHUD -52837.

Selectone:

TheCapitalFundProgramAnnualStatement isprovidedasanattachmenttothe PHAPlanatAttachment(statename)

-or-

x TheCapitalFundProgramAnnualStatementisprovidedbelow:(ifselected,copy theCFPAAnnualStatementfromtheTableLibraryandinsertthere)

## **PHAPlan TableLibrary**

### **Component7**

### **CapitalFundProgramAnnualStatement PartsI,II,andII**

#### **AnnualStatement**

#### **CapitalFundProgram(CFP)PartI:Summary**

CapitalFundGrantNumber FFYofGrantApproval: (07/01/2003)

x OriginalAnnualStatement

| LineNo. | SummarybyDevelopmentAccount | TotalEstimated<br>Cost |
|---------|-----------------------------|------------------------|
| 1       | TotalNon -CGPFunds          |                        |
| 2       | 1406Operations              |                        |

|    |   |                |
|----|---|----------------|
| 3  | 1408ManagementImprovements                          | 8,762          |
| 4  | 1410Administration                                  | 11,000         |
| 5  | 1411Audit   |                |
| 6  | 1415LiquidatedDamages                               |                |
| 7  | 1430FeesandCosts                                    | 23,300         |
| 8  | 1440SiteAcquisition                                 |                |
| 9  | 1450SiteImprovement                                 | 12,000         |
| 10 | 1460DwellingStructures                              | 183,778        |
| 11 | 1465.1DwellingEquipment -Nonexpendable              | 31,000         |
| 12 | 1470NondwellingStructu res                          | 10,400         |
| 13 | 1475NondwellingEquipment                            | 450            |
| 14 | 1485Demolition                                      |                |
| 15 | 1490ReplacementReserve                              |                |
| 16 | 1492MovingtoWorkDemonstration                       |                |
| 17 | 1495.1RelocationCosts                               |                |
| 18 | 1498ModUsedforDevelopment                           |                |
| 19 | 1502Contingency                                     |                |
| 20 | <b>AmountofAnnualGrant(Sumoflines2 -19)</b>         | <b>280,690</b> |
| 21 | Amountoffline20RelatedtoLBPActivities               |                |
| 22 | Amountoffline20RelatedtoSection504Compliance        |                |
| 23 | Amountoffline20RelatedtoSecurity                    |                |
| 24 | Amountoffline20RelatedtoEnergyConservation Measures | 0              |

**AnnualStatement**  
**CapitalFundProgram(CFP)PartII:SupportingTable**

**2003**

| Development<br>Number/Name<br>HA-WideActivities | GeneralDescriptionofMajorWork<br>Categories | Development<br>Account<br>Number | Total<br>Estimated<br>Cost |
|---|---|----------------------------------|----------------------------|
| HAWide  | StaffTraining                               | 1408                             | 5,762                      |
|   | Upgradephonesystem                          | 1408                             | 3,000                      |
|   | Newfloorcovering –administrationbld         | 1470                             | 6,000                      |
|   | AdditioanlMaintenanceBuilding               | 1470                             | 31,000                     |

|                    |                                |      |                |
|--------------------|--------------------------------|------|----------------|
| All Sites          | Lawn chemicals                 | 1450 | 10,000         |
| OK56P139001        | Recaulk/waterproof exterior    | 1460 | 68,778         |
|                    | Replace community room cabinet | 1470 | 4,400          |
|                    | Replace community room range   | 1475 | 450            |
| OK56P139002        | New floor covering (44 units)  | 1460 | 115,000        |
|                    | Re-stripe parking lot          | 1450 | 2,000          |
| A & E              |                                | 1430 | 23,300         |
| Administration     |                                | 1410 | 11,000         |
| <b>Total Grant</b> |                                |      | <b>280,690</b> |

**Annual Statement  
Capital Fund Program (CFP) Part III: Implementation Schedule  
2003**

| Development<br>Number/Name<br>HA-WideActivities | AllFundsObligated<br>(QuarterEndingDate) | AllFundsExpended<br>(QuarterEndingDate) |
|---|--|---|
| OK56P139001/002/<br>003                         | 6/2004                                   | 6/2005                                  |
| Agency Wide                                     | 6/2004                                   | 6/2005                                  |

# Annual Statement/Performance and Evaluation Report

## Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

|                                   |   |                            |
|-----------------------------------|---|----------------------------|
| PHAName: Norman Housing Authority | Grant Type and Number<br>Capital Fund Program Grant No: OK56P13950101<br>Replacement Housing Factor Grant No: | Federal FY of Grant:<br>01 |
|-----------------------------------|---|----------------------------|

☐ Original Annual Statement ☐ Reserve for Disasters/Emergencies ☐ Revised Annual Statement (revision no: )

xx Performance and Evaluation Report for Period Ending: 12/30/02 ☐ Final Performance and Evaluation Report

| Line No. | Summary by Development Account            | Total Estimated Cost |            | Total Actual Cost |           |
|----------|---|----------------------|------------|-------------------|-----------|
|          |   | Original             | Revised    | Obligated         | Expended  |
| 1        | Total Non - CFP Funds                     |                      |            |                   |           |
| 2        | 1406 Operations                           |                      |            |                   |           |
| 3        | 1408 Management Improvements              | 5,000                | 1,815.49   | 1,815.49          | 1,815.49  |
|          |   |                      |            |                   |           |
| 4        | 1410 Administration                       | 12,000               | 12,000     | 12,000            | 11,964.32 |
| 5        | 1411 Audit                                |                      |            |                   |           |
| 6        | 1415 Liquidated Damages                   |                      |            |                   |           |
| 7        | 1430 Fees and Costs                       | 32,200               | 20,147.78  | 20,147.78         | 18,376    |
| 8        | 1440 Site Acquisition                     |                      |            |                   |           |
| 9        | 1450 Site Improvement                     | 17,000               | 14,343     | 14,343            | 5,832     |
| 10       | 1460 Dwelling Structures                  | 92,500               | 94,240     | 94,240            | 74,510.28 |
| 11       | 1465.1 Dwelling Equipment — Nonexpendable | 0                    | 0          | 0                 | 0         |
| 12       | 1470 Non dwelling Structures              | 87,662               | 128,169.20 | 128,169.20        | 41,286.96 |
| 13       | 1475 Non dwelling Equipment               | 49,374               | 25,020.53  | 25,020.53         | 25,020.53 |
| 14       | 1485 Demolition                           |                      |            |                   |           |
| 15       | 1490 Replacement Reserve                  |                      |            |                   |           |
| 16       | 1492 Moving to Work Demonstration         |                      |            |                   |           |
| 17       | 1495.1 Relocation Costs                   |                      |            |                   |           |
| 18       | 1499 Development Activities               |                      |            |                   |           |
| 19       | 1502 Contingency                          |                      |            |                   |           |

| <b>Annual Statement/Performance and Evaluation Report</b><br><b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary</b>          |   |   |         |                   |                            |
|--|---|---|---------|-------------------|----------------------------|
| PHA Name: Norman Housing Authority   |   | Grant Type and Number<br>Capital Fund Program Grant No: OK56P13950101<br>Replacement Housing Factor Grant No: |         |                   | Federal FY of Grant:<br>01 |
| <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:    ) |   |   |         |                   |                            |
| xx Performance and Evaluation Report for Period Ending: 12/30/02 <input type="checkbox"/> Final Performance and Evaluation Report  |   |   |         |                   |                            |
| Line No.   | Summary by Development Account                            | Total Estimated Cost  |         | Total Actual Cost |                            |
|  | Amount of Annual Grant: (sum of lines.....)               | 295,736   | 295,736 | 295,736           | 178,805.58                 |
|  | Amount of line XX Related to LBP Activities               |   |         |                   |                            |
|  | Amount of line XX Related to Section 504 compliance       |   |         |                   |                            |
|  | Amount of line XX Related to Security --Soft Costs        |   |         |                   |                            |
|  | Amount of Line XX related to Security --Hard Costs        |   |         |                   |                            |
|  | Amount of line XX Related to Energy Conservation Measures |   |         |                   |                            |
|  | Collateralization Expenses or Debt Service                |   |         |                   |                            |
|  |   |   |         |                   |                            |



| <b>Annual Statement/Performance and Evaluation Report</b><br><b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)</b><br><b>Part II: Supporting Pages</b> |   |  |  |          |                      |            |                   |                   |                   |
|---|---|--|--|----------|----------------------|------------|-------------------|-------------------|-------------------|
| PHAName: NormanHousingAuthority   |   |  | <b>Grant Type and Number</b><br>CapitalFundProgramGrantNo: OK56P13950101<br>ReplacementHousingFactorGrantNo: |          |                      |            | 2001              |                   |                   |
| Development<br>Number<br>Name/HA-<br>Wide<br>Activities   | General Description of Major<br>Work Categories |  | Dev.<br>Acct<br>No.  | Quantity | Total Estimated Cost |            | Total Actual Cost |                   | Status of<br>Work |
|   |   |  |  |          | Original             | Revised    | Funds<br>Obligate | Funds<br>Expended |                   |
| HA Wide   | Increase admin space                            |  | 1470   | 1        | 87,662               | 128,169.20 | 128,169.20        | 41,286.96         | In progress       |
|   | Computer upgrade/replacements                   |  | 1475   | 3        | 1,500                | 3,328.94   | 3,328.94          | 3,328.94          | Complete          |
|   | Training  |  | 1408   | 2        | 5,000                | 1,815.49   | 1,815.49          | 1,815.49          | Complete          |
|   | Office furniture                                |  | 1475   | 2        | 4,000                | 0          | 0                 | 0                 | Postponed         |
|   | Snowblower                                      |  | 1475   | 1        | 1,000                | 749.99     | 749.99            | 749.99            | Complete          |
|   | Trailer toolbox                                 |  | 1475   | 1        | 250                  | 228        | 228               | 228               | Complete          |
|   | Freon detector                                  |  | 1475   | 1        | 200                  | 0          | 0                 | 0                 | Complete          |
|   | Freon vacuum pump                               |  | 1475   | 1        | 300                  | 287        | 287               | 287               | Complete          |
|   | Sidewalk curb repair                            |  | 1450   |          | 7,500                | 5,595      | 5,595             | 0                 | In progress       |
|   | Lawn Chemicals                                  |  | 1450   |          | 9,500                | 8,748      | 8,748             | 5,832             | In progress       |
|   | A&E   |  | 1430   |          | 32,200               | 20,147.78  | 20,147.78         | 18,376            | In progress       |
|   | Administration                                  |  | 1410   |          | 12,000               | 12,000     | 12,000            | 11,964.32         | In progress       |
| Ok56P139001   | Replace roof exhaust fans                       |  | 1475   | 35       | 36,300               | 20,426.60  | 20,426.60         | 20,426.60         | Complete          |
|   | Automatic patio doors                           |  | 1475   | 3        | 5,824                | 0          | 0                 | 0                 | Postponed         |
|   | Replace hot water heaters                       |  | 1460   | 90       | 45,000               | 45,731     | 45,731            | 45,731            | Complete          |
| Ok56P139003   | Replace hot water heaters                       |  | 1460   | 38       | 19,000               | 19,309     | 19,309            | 19,309            | Complete          |
|   | Refinish cabinets                               |  | 1460   | 38       | 28,500               | 29,200     | 29,200            | 9,470             | In progress       |
| Totals  |   |  |  |          | 295,736              | 295,736    | 295,736           | 178,805.58        |                   |



**or(CFP/CFPRHF)**

## PHAName:

### GrantTypeandNumber

CapitalFundProgramNo: OK56P13950101

ReplacementHousingFactorNo:

FederalFYofGrant: 01

[illegible]

| Annual Statement/Performance and Evaluation Report   |   |   |         |                   |                              |
|--|---|---|---------|-------------------|------------------------------|
| Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary  |   |   |         |                   |                              |
| PHAName: Norman Housing Authority  |   | Grant Type and Number<br>Capital Fund Program Grant No: OK56P13950102<br>Replacement Housing Factor Grant No: |         |                   | Federal FY of Grant:<br>2002 |
| Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies x Revised Annual Statement (revision no: 1)<br>Performance and Evaluation Report for Period Ending: 12/30/02 <input type="checkbox"/> Final Performance and Evaluation Report |   |   |         |                   |                              |
| Line No.   | Summary by Development Account            | Total Estimated Cost  |         | Total Actual Cost |                              |
|  |   | Original  | Revised | Obligated         | Expended                     |
| 1  | Total Non - CFP Funds                     |   |         |                   |                              |
| 2  | 1406 Operations                           |   |         |                   |                              |
| 3  | 1408 Management Improvements Soft Costs   | 1,324   |         |                   | 0                            |
|  | Management Improvements Hard Costs        | 18,800  |         |                   | 0                            |
| 4  | 1410 Administration                       | 11,000  |         |                   | 0                            |
| 5  | 1411 Audit                                |   |         |                   |                              |
| 6  | 1415 Liquidated Damages                   |   |         |                   |                              |
| 7  | 1430 Fees and Costs                       | 29,100  |         |                   | 0                            |
| 8  | 1440 Site Acquisition                     |   |         |                   |                              |
| 9  | 1450 Site Improvement                     | 114,000   |         |                   | 0                            |
| 10   | 1460 Dwelling Structures                  |   |         |                   |                              |
| 11   | 1465.1 Dwelling Equipment — Nonexpendable | 80,000  |         |                   | 0                            |
| 12   | 1470 Non dwelling Structures              | 28,488  |         |                   | 0                            |
| 13   | 1475 Non dwelling Equipment               | 7,200   |         |                   | 0                            |
| 14   | 1485 Demolition                           |   |         |                   |                              |
| 15   | 1490 Replacement Reserve                  |   |         |                   |                              |
| 16   | 1492 Moving to Work Demonstration         |   |         |                   |                              |
| 17   | 1495.1 Relocation Costs                   |   |         |                   |                              |
| 18   | 1499 Development Activities               |   |         |                   |                              |
| 19   | 1502 Contingency                          |   |         |                   |                              |
|  |   |   |         |                   |                              |

|  |   |   |  |                   |                           |
|--|---|---|--|-------------------|---------------------------|
| <b>Annual Statement/Performance and Evaluation Report</b><br><b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary</b>  |   |   |  |                   |                           |
| PHA Name: Norman Housing Authority   |   | Grant Type and Number<br>Capital Fund Program Grant No: OK56P13950102<br>Replacement Housing Factor Grant No: |  |                   | Federal FY of Grant: 2002 |
| Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies x Revised Annual Statement (revision no: 1)<br>Performance and Evaluation Report for Period Ending: 12/30/02 <input type="checkbox"/> Final Performance and Evaluation Report |   |   |  |                   |                           |
| Line No.   | Summary by Development Account                            | Total Estimated Cost  |  | Total Actual Cost |                           |
|  | Amount of Annual Grant: (sum of lines.....)               | 289,912   |  |                   | 0                         |
|  | Amount of line XX Related to LBP Activities               |   |  |                   |                           |
|  | Amount of line XX Related to Section 504 compliance       |   |  |                   |                           |
|  | Amount of line XX Related to Security --Soft Costs        |   |  |                   |                           |
|  | Amount of Line XX related to Security --Hard Costs        | 33,000  |  |                   |                           |
|  | Amount of line XX Related to Energy Conservation Measures | 47,000  |  |                   |                           |
|  | Collateralization Expenses or Debt Service                |   |  |                   |                           |
|  |   |   |  |                   |                           |

|   |  |   |               |          |  |  |                |
|---|--|---|---------------|----------|--|--|----------------|
| <b>Annual Statement/Performance and Evaluation Report</b><br><b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)</b><br><b>Part II: Supporting Pages</b> |  |   |               |          |  |  |                |
| PHA Name: Norman Housing Authority  |  | Grant Type and Number<br>Capital Fund Program Grant No: OK56P13950102<br>Replacement Housing Factor Grant No: |               |          |  | Federal FY of Grant: 2002                                  |                |
| Development Number<br>Name/HA-Wide<br>Activities  | General Description of Major Work Categories |   | Dev. Acct No. | Quantity | Total Estimated Cost<br><br>Original Revised | Total Actual Cost<br><br>Funds Funds<br>Obligated Expended | Status of Work |

| <b>Annual Statement/Performance and Evaluation Report</b><br><b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)</b><br><b>Part II: Supporting Pages</b> |   |  |   |          |                      |         |                              |                   |                   |
|---|---|--|---|----------|----------------------|---------|------------------------------|-------------------|-------------------|
| PHA Name:     Norman Housing Authority  |   |  | <b>Grant Type and Number</b><br>Capital Fund Program Grant No:    OK56P13950102<br>Replacement Housing Factor Grant No: |          |                      |         | Federal FY of Grant:    2002 |                   |                   |
| Development<br>Number<br>Name/HA-<br>Wide<br>Activities   | General Description of Major<br>Work Categories |  | Dev.<br>Acct<br>No.   | Quantity | Total Estimated Cost |         | Total Actual Cost            |                   | Status of<br>Work |
|   |   |  |   |          | Original             | Revised | Funds<br>Obligated           | Funds<br>Expended |                   |
| HA Wide   |   |  |   |          |                      |         |                              |                   |                   |
|   | Lawn Chemicals                                  |  | 1450  | 1        | 10,000               |         |                              |                   |                   |
|   | Computer Upgrade                                |  | 1475  | 4        | 6,800                |         |                              |                   |                   |
|   | Copier  |  | 1408  | 1        | 12,850               |         |                              |                   |                   |
|   | Lawn Equipment                                  |  | 1475  | 1        | 7,200                |         |                              |                   |                   |
|   | Training  |  | 1408  | 1        | 1,324                |         |                              |                   |                   |
|   | Furniture                                       |  | 1475  | 1        | 9695                 |         |                              |                   |                   |
|   | A&E   |  | 1430  | 1        | 29,100               |         |                              |                   |                   |
|   | Administration                                  |  | 1410  | 1        | 13,000               |         |                              |                   |                   |
| OK56P139001   | Sinks/Faucets                                   |  | 1465.1  | 91       | 11,728.45            |         |                              |                   |                   |
| OK56P139002   | Replace Dwelling Locks                          |  | 1460  | 44       | 6,679                |         |                              |                   |                   |
| OK56P139003   | Replace Dwelling Locks                          |  | 1460  | 38       | 9,526.55             |         |                              |                   |                   |
|   | Siding  |  | 1450  | 38       | 147,413              |         |                              |                   |                   |
|   | Replace Range, Refrigerator,<br>range hood      |  | 1465.1  | 30 -38   | 16,641               |         |                              |                   |                   |
|   | Floor covering -Admin                           |  | 1475  |          | 8,000                |         |                              |                   |                   |
|   |   |  |   |          |                      |         |                              |                   |                   |
|   |   |  |   |          |                      |         |                              |                   |                   |
|   |   |  |   |          |                      |         |                              |                   |                   |
| Total   |   |  |   |          | 289,912              |         |                              |                   |                   |

**Annual Statement/Performance and Evaluation Report**  
**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**  
**Part III: Implementation Schedule**

[illegible]

**CapitalFundProgramFive -Year ActionPlan**  
**PartI:Summary**

|  |                         |  |  |   |  |
|--|-------------------------|--|--|---|--|
| PHANameNormanHousing<br>Authority              |                         |  |  |   | <input type="checkbox"/> Original5 -<br>XRevisionNo: 1 |
| Development<br>Number/Name/H<br>A-Wide         | Year1                   |  | WorkStatementforYear4<br>FFYGrant:2004<br>PHAFY:2004 | WorkStatement<br>Year5<br>FFYGrant:2 00<br>PHAFY:2005 |  |
| OK56P139001                                    | Annual<br>Stateme<br>nt |  | 114,834  | 100,368   |  |
| OK56P139002                                    |                         |  | 3,333  | 6,666   |  |
| OK56P139003                                    |                         |  | 102,633  | 6,666   |  |
| HAWide   |                         |  | 69,112   | 176,212   |  |
|  |                         |  |  |   |  |
|  |                         |  |  |   |  |
| TotalCFPFunds<br>(Est.)                        |                         |  | 289,912  | 289,912   |  |
| Total<br>Replacement<br>HousingFactor<br>Funds |                         |  |  |   |  |
|  |                         |  |  |   |  |
|  |                         |  |  |   |  |

**CapitalFundProgramFive -YearActionPlan**  
**PartI:Summary**

|  |                         |  |  |  |   |
|--|-------------------------|--|--|--|---|
| PHANameNorman<br>HousingAuth           |                         |  |  |  | <input type="checkbox"/> Original5 -<br>RevisionNo: 1 |
| Development<br>Number/Name/H<br>A-Wide | Year1                   | WorkStatementforYear2<br>FFYGrant:<br>PHAFY: | WorkStatementforYear3<br>FFYGrant:<br>PHAFY: | WorkStatement<br>Year4<br>FFYGrant:200<br>PHAFY:2004 |   |
|  | Annual<br>Stateme<br>nt |  |  |  |   |
| OK65P139001                            |                         |  |  | 114,834  |   |
| OK56P139002                            |                         |  |  | 3,333  |   |



|  |  |  |  |         |
|--|--|--|--|---------|
| <i>OK56P139003</i>                       |  |  |  | 102,633 |
| HAWide                                   |  |  |  | 69,112  |
|  |  |  |  |         |
|  |  |  |  |         |
|  |  |  |  |         |
|  |  |  |  |         |
|  |  |  |  |         |
|  |  |  |  |         |
| CFPFundsListed<br>for5 -year<br>planning |  |  |  | 289,912 |
|  |  |  |  |         |
| Replacement<br>HousingFactor<br>Funds    |  |  |  |         |

## PartII:SupportingPages —WorkActivities

## TotalCFPEstimatedCost

**Optional Public Housing Asset Management Table**

See Technical Guidance for instructions on the use of this table, including information to be provided.

| Public Housing Asset Management |  |   |  |  |                                   |  |
|---------------------------------|--|---|--|--|-----------------------------------|--|
| Component Identification        | Activity Description   |   |  |  |                                   |  |
| Number and Type of units        | Capital Fund Program Parts II and III<br><i>Component 7a</i> | Development Activities<br><i>Component 7b</i> | Demolition/disposition<br><i>Component 8</i> | Designated housing<br><i>Component 9</i> | Conversion<br><i>Component 10</i> | Home-ownership<br><i>Component 11a</i> |
|                                 |  |   |  |  |                                   |  |
|                                 |  |   |  |  |                                   |  |
|                                 |  |   |  |  |                                   |  |
|                                 |  |   |  |  |                                   |  |
|                                 |  |   |  |  |                                   |  |
|                                 |  |   |  |  |                                   |  |
|                                 |  |   |  |  |                                   |  |
|                                 |  |   |  |  |                                   |  |
|                                 |  |   |  |  |                                   |  |
|                                 |  |   |  |  |                                   |  |
|                                 |  |   |  |  |                                   |  |
|                                 |  |   |  |  |                                   |  |
|                                 |  |   |  |  |                                   |  |
|                                 |  |   |  |  |                                   |  |

**(2) Optional 5 -Year Action Plan**  
Agencies are encouraged to include a 5 -Year Action Plan covering capital work items. This statement can be completed by using the 5 Year Action Plan table provided in the table library at the end of the PHA Plan template **OR** by completing and attaching a properly updated HUD -52834.

a. x Yes ☐ No: Is the PHA providing an optional 5 -Year Action Plan for the Capital Fund? (if no, skip to sub -component 7B)

b. If yes to question a, select one:  
☐ The Capital Fund Program 5 -Year Action Plan is provided as an attachment to the PHA Plan as Attachment (state name)  
-or-

- x The Capital Fund Program 5 - Year Action Plan is provided below: (if selected, copy the CFP Optional 5 Year Action Plan from the Table Library and insert there)

## **B. HOPEVI and Public Housing Development and Replacement Activities (Non -Capital Fund)**

Applicability of sub -component 7B: All PHAs administering public housing. Identify any approved HOPEVI and/or public housing development or replacement activities not described in the Capital Fund Program Annual Statement.

- ☐ Yes x No: a) Has the PHA received a HOPEVI revitalization grant? (if no, skip to question c; if yes, provide responses to question b for each grant, copying and completing as many times as necessary)  
b) Status of HOPEVI revitalization grant (complete one set of questions for each grant)

1. Development name:

2. Development (project) number:

3. Status of grant: (select the statement that best describes the current status)

- ☐ Revitalization Plan under development  
☐ Revitalization Plans submitted, pending approval  
☐ Revitalization Plan approved  
☐ Activities pursuant to an approved Revitalization Plan underway

- ☐ Yes x No: c) Does the PHA plan to apply for a HOPEVI Revitalization grant in the Plan year?  
If yes, list development name/s below:

- ☐ Yes x No: d) Will the PHA be engaging in any mixed financed development activities for public housing in the Plan year?  
If yes, list developments or activities below:

- ☐ Yes x No: e) Will the PHA be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement?  
If yes, list developments or activities below:

## **8. Demolition and Disposition**

[24 CFR Part 903.79(h)]

Applicability of component 8: Section 8 only PHAs are not required to complete this section.

1. ☐ Yes ☐ No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 of the U.S. Housing Act of 1937 (42 U.S.C. 1437p)) in the plan Fiscal Year? (If "No", skip to component 9; if "yes", complete one activity description for each development.)

2. Activity Description

- ☐ Yes ☐ No: Has the PHA provided the activities description information in the **optional** Public Housing Asset Management Table? (If "yes", skip to component 9. If "No", complete the Activity Description table below.)

| Demolition/Disposition Activity Description   |  |
|---|--|
| 1a. Development name:   |  |
| 1b. Development (project) number:   |  |
| 2. Activity type: Demolition <input type="checkbox"/><br>Disposition <input type="checkbox"/>   |  |
| 3. Application status (select one)<br>Approved <input type="checkbox"/><br>Submitted, pending approval <input type="checkbox"/><br>Planned application <input type="checkbox"/> |  |
| 4. Date application approved, submitted, or planned for submission: (DD/MM/YY)  |  |
| 5. Number of units affected:  |  |
| 6. Coverage of action (select one)<br><input type="checkbox"/> Part of the development<br><input type="checkbox"/> Total development  |  |
| 7. Timeline for activity:<br>a. Actual or projected start date of activity:<br>b. Projected end date of activity:   |  |

**9. Designation of Public Housing for Occupancy by Elderly Families or Families with Disabilities or Elderly Families and Families with Disabilities**

[24 CFR Part 903.79(i)]

Exemptions from Component 9: Section 8 only PHAs are not required to complete this section.

1. Yes ☐ No ☐: Has the PHA designated or applied for approval to designate or does the PHA plan to apply to designate any public housing for occupancy only by the elderly families or only by families with disabilities, or by elderly families and families with disabilities or will apply for designation for occupancy by only elderly families

or only families with disabilities, or by elderly families and families with disabilities as provided by section 7 of the U.S. Housing Act of 1937 (42 U.S.C. 1437e) in the upcoming fiscal year? (If “No”, skip to component 10. If “yes”, complete one activity description for each development, unless the PHA is eligible to complete a streamlined submission; PHAs completing streamlined submissions may skip to component 10.)

## 2. Activity Description

Yes ☐ No: ☐ Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If “yes”, skip to component 10. If “No”, complete the Activity Description table below.

| Designation of Public Housing Activity Description   |  |
|--|--|
| 1a. Development name:  |  |
| 1b. Development (project) number:  |  |
| 2. Designation type:   |  |
| Occupancy by only the elderly <input type="checkbox"/>                                     |  |
| Occupancy by families with disabilities <input type="checkbox"/>                           |  |
| Occupancy by only elderly families and families with disabilities <input type="checkbox"/> |  |
| 3. Application status (select one)   |  |
| Approved; included in the PHA's Designation Plan <input type="checkbox"/>                  |  |
| Submitted, pending approval <input type="checkbox"/>                                       |  |
| Planned application <input type="checkbox"/>   |  |
| 4. Date this designation approved, submitted, or planned for submission: (DD/MM/YY)        |  |
| 5. If approved, will this designation constitute a (select one)                            |  |
| <input type="checkbox"/> New Designation Plan  |  |
| <input type="checkbox"/> Revision of a previously -approved Designation Plan?              |  |
| 6. Number of units affected:   |  |
| 7. Coverage of action (select one)   |  |
| <input type="checkbox"/> Part of the development   |  |
| <input type="checkbox"/> Total development   |  |

## **10. Conversion of Public Housing to Tenant -Based Assistance**

[24 CFR Part 903.79(j)]

Exemptions from Component 10; Section 8 only PHAs are not required to complete this section.

### **A. Assessment of Reasonable Revitalization Pursuant to section 202 of the HUD FY1996 HUD Appropriations Act**

1. ☐ Yes ☐ No: Have any of the PHA's developments or portions of developments been identified by HUD or the PHA as covered

under section 202 of the HUD FY 1996 HUD Appropriations Act? (If "No", skip to component 11; if "yes", complete one activity description for each identified development, unless eligible to complete as streamlined submission. PHAs completing streamlined submissions may skip to component 11.)

## 2. Activity Description

☐ Yes ☐ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If "yes", skip to component 11. If "No", complete the Activity Description table below.

| Conversion of Public Housing Activity Description   |
|---|
| 1a. Development name:   |
| 1b. Development (project) number:   |
| 2. What is the status of the required assessment?<br><input type="checkbox"/> Assessment underway<br><input type="checkbox"/> Assessment results submitted to HUD<br><input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question)<br><input type="checkbox"/> Other (explain below)  |
| 3. <input type="checkbox"/> Yes <input type="checkbox"/> No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)  |
| 4. Status of Conversion Plan (select the statement that best describes the current status)<br><input type="checkbox"/> Conversion Plan in development<br><input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY)<br><input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY)<br><input type="checkbox"/> Activities pursuant to HUD - approved Conversion Plan underway   |
| 5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one)<br><input type="checkbox"/> Units addressed in a pending or approved demolition application (date submitted or approved: )<br><input type="checkbox"/> Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved: )<br><input type="checkbox"/> Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved: )<br><input type="checkbox"/> Requirements no longer applicable: vacancy rates are less than 10 percent<br><input type="checkbox"/> Requirements no longer applicable: site now has less than 300 units<br><input type="checkbox"/> Other: (describe below) |

**B. Reserved for Conversions pursuant to Section 22 of the U.S. Housing Act of 1937**

**C. Reserved for Conversions pursuant to Section 33 of the U.S. Housing Act of 1937**

**10(B). Voluntary Conversion Initial Assessments**

- a. How many of the PHA's developments are subject to the Required Initial Assessments?  
Projections 002 and 003
- b. How many of the PHA's developments are not subject to the Required Initial Assessments based on exemptions (e.g., elderly and/or disabled developments not general occupancy projects)?  
Project 001 – Rose Rock Villa, elderly units
- c. How many assessments were conducted for the PHA's covered developments?  
One assessment was conducted for Projects 002 and 003
- d. Identify PHA developments that may be appropriate for conversion based on the Required Initial Assessments:  
The RIA reveals the following: irrespective of the cost of conversion, such conversion would not benefit current and future residents of public housing units held by NHA. Current public housing units owned and maintained by NHA are high quality units that are maintained at a higher standard than any rental property, low rent or high rent, in the area. The conversion of Projects 002 and 003 could only damage the quality of units available to the low income.
- e. If the PHA has not completed the Required Initial Assessments, describe the status of these assessments:

**11. Homeownership Programs Administered by the PHA**

[24 CFR Part 903.79(k)]

**A. Public Housing**

Exemptions from Component 11A: Section 8 only PHAs are not required to complete 11A.



1. ☐ Yes ☐ No: Does the PHA administer any home ownership programs administered by the PHA under an approved section 5(h) home ownership program (42 U.S.C. 1437c(h)), or an approved HOPE I program (42 U.S.C. 1437aaa) or has the PHA applied for or plan to apply to administer any home ownership programs under section 5(h), the HOPE I program, or section 32 of the U.S. Housing Act of 1937 (42 U.S.C. 1437z -4). (If "No", skip to component 11B; if "yes", complete one activity description for each applicable program/plan, unless eligible to complete a streamlined submission due to **small PHA** or **high performing PHA** status. PHAs completing streamlined submissions may skip to component 11B.)

2. Activity Description

- ☐ Yes ☐ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? (If "yes", skip to component 12. If "No", complete the Activity Description table below.)

| Public Housing Homeownership Activity Description<br>(Complete one for each development affected)  |
|--|
| 1a. Development name:<br>1b. Development (project) number:   |
| 2. Federal Program authority:<br><input type="checkbox"/> HOPEI<br><input type="checkbox"/> 5(h)<br><input type="checkbox"/> Turnkey III<br><input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)            |
| 3. Application status: (select one)<br><input type="checkbox"/> Approved; included in the PHA's Homeownership Plan/Program<br><input type="checkbox"/> Submitted, pending approval<br><input type="checkbox"/> Planned application |
| 4. Date Homeownership Plan/Program approved, submitted, or planned for submission:<br>(DD/MM/YYYY)   |
| 5. Number of units affected:<br>6. Coverage of action: (select one)<br><input type="checkbox"/> Part of the development<br><input type="checkbox"/> Total development  |

## B. Section 8 Tenant Based Assistance

1. ☒ Yes ☐ No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982 (If "No", skip to component

12; if "yes", describe each program using the table below (copy and complete questions for each program identified), unless the PHA is eligible to complete a streamlined submission due to high performer status. **High performing PHAs may skip to component 12.**

## 2. Program Description:

### a. Size of Program

☒ Yes ☐ No:

Will the PHA limit the number of families participating in the section 8 homeownership option?

If the answer to the question above was yes, which statement best describes the number of participants? (select one)

- ☒ 25 or fewer participants  
☐ 26- 50 participants  
☐ 51 to 100 participants  
☐ more than 100 participants

### b. PHA established eligibility criteria

☐ Yes ☒ No: Will the PHA's program have eligibility criteria for participation in its Section 8 Homeownership Option program in addition to HUD criteria?

If yes, list criteria below:

## **12. PHA Community Service and Self -sufficiency Programs**

[24 CFR Part 903.79(l)]

Exemptions from Component 12: High performing and small PHAs are not required to complete this component. Section 8 - Only PHAs are not required to complete sub - component C.

### **A. PHA Coordination with the Welfare (TANF) Agency**

#### 1. Cooperative agreements:

☐ Yes ☐ No: Has the PHA entered into a cooperative agreement with the TANF Agency, to share information and/or target supportive services (as contemplated by section 12(d)(7) of the Housing Act of 1937)?

If yes, what was the date that agreement was signed? DD/MM/YY

#### 2. Other coordination efforts between the PHA and TANF Agency (select all that apply)

- ☐ Client referrals  
☐ Information sharing regarding mutual clients (for rent determinations and otherwise)

- ☐ Coordinatetheprovisionofspecificsocialandself -sufficiencyservicesand  
programstoeligiblefamilies
- ☐ Jointlyadministerprograms
- ☐ Partner toadministeraHUDWelfare -to-Workvoucherprogram
- ☐ Jointadministrationofotherdemonstrationprogram
- ☐ Other(describe)

## B. Servicesandprogramsofferedtoresidentsandparticipants

### (1)General

#### a.Self -SufficiencyPolicies

Which,ifanyofthefollowingdiscretionarypolicieswillthePHAemployto  
enhancetheeconomicandsocialself -sufficiencyofassistedfamiliesinthe  
followingareas?(selectallthatapply)

- ☐ Publichousingrentdeterminati onpolicies
- ☐ Publichousingadmissionspolicies
- ☐ Section8admissionspolicies
- ☐ Preferenceinadmissiontosection8forcertainpublichousingfamilies
- ☐ Preferencesforfamiliesworking orengagingintrainingoreducation  
programsfornon -housingprogramsoperatedorcoordinatedbythePHA
- ☐ Preference/eligibilityforpublichousinghomeownershipoption  
participation
- ☐ Preference/eligibilityforsection8 homeownershipoptionparticipation
- ☐ Otherpolicies(listbelow)

#### b.EconomicandSocialself -sufficiencyprograms

- ☐ Yes ☐ No: DoesthePHAcoordinate,promoteorprovideanyprograms  
toenhancetheecon omicandsocialself -sufficiencyof  
residents?(If“yes”,completethefollowingtable;if“no”skip  
tosub -component2,FamilySelfSufficiencyPrograms.The  
positionofthetablemaybealteredorfacilitateitsuse.)

| ServicesandPrograms  |                   |   |   |  |
|--|-------------------|---|---|--|
| ProgramName&<br>Description(including<br>location,ifappropriate) | Estimate<br>dSize | Allocation<br>Method<br>(waiting<br>list/random<br>selection/speci<br>fic | Access<br>(development<br>office/PHAmain<br>office/other<br>providername) | Eligibility<br>(publichousing<br>or<br>section8<br>participantsor<br>both) |

|  |  |                 |  |  |
|--|--|-----------------|--|--|
|  |  | criteria/other) |  |  |
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**(2) Family Self Sufficiency program/s**

a. Participation Description

| <b>Family Self Sufficiency (FSS) Participation</b> |  |  |
|--|--|--|
| Program  | Required Number of Participants<br>(start of FY 2000 Estimate) | Actual Number of Participants<br>(As of: DD/MM/YY) |
| Public Housing                                     |  |  |
| Section 8  |  |  |

- b. ☐ Yes ☐ No: If the PHA is not maintaining the minimum program size required by HUD, does the most recent FSS Action Plan address the steps the PHA plans to take to achieve at least the minimum program size?  
If no, list steps the PHA will take below:

**C. Welfare Benefit Reductions**

1. The PHA is complying with the statutory requirements of section 12(d) of the U.S. Housing Act of 1937 (relating to the treatment of income changes resulting from welfare program requirements) by: (select all that apply)

- ☐ Adopting appropriate changes to the PHA's public housing rent determination policies and training staff to carry out those policies
- ☐ Informing residents of new policy on admission and reexamination
- ☐ Actively notifying residents of new policy at times in addition to admission and reexamination.
- ☐ Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services

- ☐ Establishing a protocol for exchange of information with all appropriate TANF agencies
- ☐ Other: (list below)

**D. Reserved for Community Service Requirement pursuant to section 12(c) of the U.S. Housing Act of 1937**

### **13. PHA Safety and Crime Prevention Measures**

[24 CFR Part 903.79(m)]

Exemptions from Component 13: High performing and small PHAs not participating in PHDEP and Section 8 Only PHAs may skip to component 15. High performing and small PHAs that are participating in PHDEP and are submitting a PHDEP Plan with this PHA Plan may skip to sub-component D.

#### **A. Need for measures to ensure the safety of public housing residents**

1. Describe the need for measures to ensure the safety of public housing residents (select all that apply)

- ☐ High incidence of violent and/or drug -related crime in some or all of the PHA's developments
- ☐ High incidence of violent and/or drug -related crime in the area surrounding or adjacent to the PHA's developments
- ☐ Residents fearful for their safety and/or the safety of their children
- ☐ Observed lower -level crime, vandalism and/or graffiti
- ☐ People on waiting list unwilling to move into one or more developments due to perceived and/or actual levels of violent and/or drug -related crime
- ☐ Other (describe below)

2. What information or data did the PHA use to determine the need for PHA action to improve safety of residents (select all that apply).

- ☐ Safety and security survey of residents
- ☐ Analysis of crime statistics over time for crimes committed "in and around" public housing authority
- ☐ Analysis of cost trends over time for repair of vandalism and removal of graffiti
- ☐ Resident reports
- ☐ PHA employee reports
- ☐ Police reports
- ☐ Demonstrable, quantifiable success with previous or ongoing anti-crime/anti-drug programs
- ☐ Other (describe below)

3. Which developments are most affected? (list below)

**B. Crime and Drug Prevention activities the PHA has undertaken or plan to undertake in the next PHA fiscal year**

1. List the crime prevention activities the PHA has undertaken or plan to undertake: (select all that apply)

- ☐ Contracting with outside and/or resident organizations for the provision of crime and/or drug -prevention activities
- ☐ Crime Prevention Through Environmental Design
- ☐ Activities targeted to at -risk youth, adults, or seniors
- ☐ Volunteer Resident Patrol/Block Watchers Program
- ☐ Other (describe below)

2. Which developments are most affected? (list below)

**C. Coordination between PHA and the police**

1. Describe the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities: (select all that apply)

- ☐ Police involvement in development, implementation, and/or ongoing evaluation of drug -elimination plan
- ☐ Police provide crime data to housing authority staff for analysis and action
- ☐ Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)
- ☐ Police regularly testify in and otherwise support eviction cases
- ☐ Police regularly meet with the PHA management and residents
- ☐ Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services
- ☐ Other activities (list below)

2. Which developments are most affected? (list below)

**Section 4: Certifications**

**14. RESERVED FOR PET POLICY**

[24 CFR Part 903.79(n)]

The Pet Policy for the Norman Housing Authority is Chapter 10 of the HA's policy on admissions and continued occupancy. This policy and all others are available to tenants

and the general public at the administrative office of the HA during normal business hours. Additionally, tenants are briefed on the pet policy at the time they take possession of a public housing unit.

## **15. Civil Rights Certifications**

[24CFR Part 903.79(o)]

Civil rights certifications are included in the PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations.

## **16. Fiscal Audit**

[24CFR Part 903.79(p)]

1. ☒ Yes ☐ No: Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h))? (If no, skip to component 17.)
2. ☒ Yes ☐ No: Was the most recent fiscal audit submitted to HUD?
3. ☐ Yes ☒ No: Were there any findings as the result of that audit?
4. ☐ Yes ☒ No: If there were any findings, do any remain unresolved?  
If yes, how many unresolved findings remain? \_\_\_\_\_
5. ☐ Yes ☒ No: Have responses to any unresolved findings been submitted to HUD?  
If not, when are they due (state below)? Not applicable

## **17. PHA Asset Management**

[24CFR Part 903.79(q)]

Exemptions from component 17: Section 8 Only PHAs are not required to complete this component. High performing and small PHAs are not required to complete this component.

1. ☐ Yes ☒ No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock, including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan? -
2. What types of asset management activities will the PHA undertake? (select all that apply)
  - ☐ Not applicable
  - ☐ Private management
  - ☐ Development-based accounting
  - ☐ Comprehensive stock assessment
  - ☐ Other: (list below)

3. ☐ Yes ☐ No: Has the PHA included descriptions of asset management activities in the **optional** Public Housing Asset Management Table?

### **18. Other Information**

[24CFR Part 903.79(r)]

#### **A. Resident Advisory Board Recommendations**

1. ☒ Yes ☐ No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?

2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)  
☐ Attached as Attachment (Filename)  
☒ Provided below:

February 11, 2003

**9:00 a.m.**

### **Resident Advisory Board Meeting Rose Rock Villa Community Room**

In attendance RAB Member Nancy Smith, Carrie Henly, Eva Patten, and Dana Jackson along with NHA Staff members: Karen Canavan, Twila Tiroch, and Tom Barber.

During the course of the meeting, which lasted one hour, Karen Canavan presented each of the line items of the 5-year Capital Fund Plan as well as the NHA's 2003 goals.

Reference: Roundtables.

Comment: Residents believe the lunch room looks institutional and believe round tables would warm up the room.

Response: NHA agrees and will add four large round tables. NHA also states that congregating meals could contribute by arranging the tables differently for lunches.

All other items were acceptable to the RAB.

3. In what manner did the PHA address those comments? (select all that apply)

☐ Considered comments, but determined that no changes to the PHA Plan were necessary.

☒ The PHA changed portions of the PHA Plan in response to comments  
List changes above:

Other: (list below) Comments are addressed as mentioned above. No comments were ignored or disregarded.



## **B. Description of Election process for Residents on the PHA Board**

1. ☒ Yes ☐ No: Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937? (If no, continue to question 2; if yes, skip to sub-component C.)
2. ☐ Yes ☒ No: Was there a resident who serves on the PHA Board elected by the residents? (If yes, continue to question 3; if no, skip to sub-component C.)

### **3. Description of Resident Election Process**

#### **a. Nomination of candidates for place on the ballot: (select all that apply)**

- ☐ Candidates were nominated by resident and assisted family organizations
- ☒ Candidates could be nominated by any adult recipient of PHA assistance
- ☐ Self-nomination: Candidates registered with the PHA and requested a place on ballot
- Other: (describe)

#### **b. Eligible candidates: (select one)**

- ☐ Any recipient of PHA assistance
- ☐ Any head of household receiving PHA assistance
- ☒ Any adult recipient of PHA assistance
- ☐ Any adult member of a resident or assisted family organization
- ☐ Other (list)

#### **c. Eligible voters: (select all that apply)**

- ☐ All adult recipients of PHA assistance (public housing and section 8 tenant assistance) - based
- ☐ Representatives of all PHA resident and assisted family organizations
- ☐ Other (list) Not applicable

## **C. Statement of Consistency with the Consolidated Plan**

For each applicable Consolidated Plan, make the following statement (copy questions as many times as necessary).

1. Consolidated Plan jurisdiction: City of Norman
2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)

- x ThePHAhas baseditsstatementofneedsoffamiliesinthejurisdictiononthe needsexpressedintheConsolidatedPlan/s.
- x ThePHAhasparticipatedinanyconsultationprocessorganizedandofferedby theConsolidatedPlanagencyinthedevelopmentoftheConsolidatedPlan.
- x ThePHAhasconsultedwiththeConsolidatedPlanagencyduringthe developmentofthisPHAPlan.
- x ActivitiestobeundertakenbythePHAinthecomingyearareconsistentwiththe initiativescontainedintheConsolidatedPlan.(listbelow)

☐ Other:(listbelow)

3. TheConsolidatedPlanofthejurisdictionsupportsthePHAPlanwiththefollowing actionsandcommitments:(describebelow)

Willprovide downpayment assistancetoqualifiedclientsparticipatingintheSection8 Homeownershipprogram.

#### **D.OtherInformationRequiredbyHUD**

Use this section to provide any additional information requested by HUD.

**The resident advisory board** consists of all members of both resident councils.

The Norman Housing Authority has had a **resident commissioner** for approximately 20 years. Our current resident commissioner is Ms. Nancy Smith.

**Statement of Progress in Meeting 5 -Year Plan Mission and Goals** - All projects are on schedule. The Norman Housing Authority has, through various ventures, increased the quantity and quality of affordable housing stock in Norman. In addition all capital fund projects and expenditures are on schedule.

I would like to discuss the requirement of the 5 -Year and Annual Plan requirement. Although there is still a great deal of fine tuning needed for the Plan Homepage and templates, the concept is very good. The Norman Housing Authority has been a high performer for the past several years because we plan for the future. However, the 5 -Year and Annual Plan requirement has caused us to plan and budget even closer as well as have the information in writing. Please note: If the capital fund were not regular and

consistent, this entire process would be futile. The consistency of the capital fund also eliminates wasteful spending on “temporary fixes”.

**Section 8 Homeownership Capacity Statement** - The Norman Housing Authority is currently implementing the optional **Section 8 Homeownership Program**. The Norman Housing Authority meets all three (a. b. & c.) requirements to **demonstrate the capacity** to administer this program.

### **Follow-up Plan – Resident Satisfaction Survey**

#### Bad lighting

Though the NHA does not understand the issue of bad lighting at the development since we have had complaints that the lights are too bright and we have recently had trees trimmed to reduce shadows. However, we will tour the properties at night to insure that all security lights are working.

#### Broken locks

This item we also do not understand since we just spent approximately \$20,000 to replace all locks in one development. In addition, we have no outstanding work orders requesting repair of any locks. However, we do have it in our PHA plan to replace the locks at the family sites this coming year.

#### Resident screening

All residents of public housing undergo a screening which includes a City and County police records check. We also check the residents against the Oklahoma State computer system. At an annual recertification we check all the above criminal records, indicated above, again. We also check landlord references for the past five years on each resident as well as a run a credit check. I believe the resident's perception of our screening practices can be improved through publicity in our newsletter which will be accomplished.

#### Vacant unit

The NHA has very few vacant units and the turn around is relatively short. Also, we have had no vandalism of the vacant units for at least the

last year. We do not understand how this is an issue and the survey does not provide us with that answer.

## Crime prevention

The NHA will promote crime prevention programs through its newsletter and other publications. If possible, the NHA will also bring to the site speakers to further promote these programs.

### **Required Definitions -**

**Substantial deviation** shall be any modification to the over -all NHA goals described in this plan. Additionally, a substantial deviation shall not be a required change in order to comply with HUD requirements.

**Significant Amendment to the Annual/5 -Year Plan** shall be any substantial addition or subtraction to the over -all NHA goals described in this plan. Additionally, a significant amendment to the plan shall not be a required addition or subtraction in order to comply with HUD requirements.

## **Attachments**

Use this section to provide any additional attachments referenced in the Plans.